

## **MINUTES OF THE GRADUATE COUNCIL**

June 14, 2011

**Members present:** Philip Copenhaver, David Farrens, Allison Fryer, Beth Habecker, Peter Heeman, Mike Liskay, Owen McCarty, James McCormack, James McKanna, Sean Molloy, David Parker, Diane Stadler, and Paul Tratnyek

**Members absent:** Jim Huntzicker, David Jacoby, Holly Jimison, Bill Lambert, Wolfram Laub, Cheryl Maslen, Suzanne Mitchell, Cynthia Morris, Ted Ruback, Niki Steckler, and Brad Tebo

**Guests:** Pam Burger, Diane Doctor, Brenda Donin, Lorie Gookin, Heather Hicks-Fromdahl, Virginia Howard, Jeff Karpen, Liz Lawson-Weber, Derek Musashe, Crystal Paredes, Rita Rand, Jeanne Sutter, Tree Triano, Jackie Wirz, and Zhengfeng Zhou

**The minutes from May's meeting were approved.**

### **ASSOCIATE DEAN'S REPORT**

- a) Graduate Program Review: Initiated. A committee of 15 members across the university is reviewing PhD graduate programs this summer.
- b) Graduation: PhD's attendance at all time high.
- c) Conjoint Committee membership changes: Allison Fryer sent out a request to the basic science chairs to find a replacement for Jeff Karpen who is stepping down as Chair for the Conjoint Curriculum Committee. Jeff has agreed to stay on the committee to help the new chair adjust.
- d) Awards Committee membership changes: Caroline Enns is stepping down as Chair of the Awards Committee and Allison Fryer is looking to find a replacement for Caroline, and would like nominations for a new chair.
- e) Graduate Studies Manager Jeanne Sutter is leaving for graduate school in Pittsburgh at Chatham University pursuing a Master's in Food Science. Her last day is July 15, 2011.

### **OLD BUSINESS**

- a) PMCB Student Rotation Talks: Topic is tabled to October.
- b) Report on Applications to Graduate Programs SoM 2011: Council members were asked at the last meeting to review the report and bring back any feedback from their programs and for any changes to the report. No changes were suggested so the report will be finalized this coming fall.

### **NEW BUSINESS**

- a) New course: CANB 610 Current Topics in Cancer Biology  
Matt Thayer presented to Council a proposal for an advanced new graduate course to round out the Cancer Biology program. Course would have an emphasis on the latest research from the recent cancer biology literature along with in-depth

- presentation of supporting basic concepts of biochemistry and molecular biology. This course would be run by students and for students; the curriculum will be built through the web. Council approved the new course contingent upon rewriting and giving more details to the learning objectives of the course. Also need to determine the exact number of credit hours for this course.
- b) Computer Science PhD Student: Peter Heeman asked Council for approval to extend the 7-year limit for a PhD student in his program. Due to extenuating circumstances, the student is not able to complete the degree requirements and defend before the end of his seventh year. The student is motivated and is upholding up his end of the commitment. Peter will closely monitor the progress of the thesis advisory committee to insure that the student finishes on time. Council approved the extension to the end of Fall 2011 (December 9, 2011).
  - c) Conjoint Courses: Jeff Karpen asked council for approval to change the PMCB Journal Club (CONJ 606) for the upcoming year. Jeff proposed to eliminate CONJ 606 as a separate journal course and to fully integrate it into the four didactic courses (CONJ 661, 662, 663, and 664). These four courses would increase to 4 credits each to reflect the incorporation of the journal club (which is 1 credit per term) and the burdens and time commitments of these courses for the students. Approved and that Jeff and Allison will draft a letter to present to the Registrar's Office.
  - d) Approved an extension for 7<sup>th</sup> year Molecular Microbiology & Immunology PhD student: Jorge Crosa asked Council for approval to extend the 7-year limit for one of his PhD students. It has been difficult for all five oral exam committee members to meet for the student's oral exam before seventh year deadline (September 2, 2011). Council approved a one-time extension to the end of the Fall 2011 (December 9, 2011).
  - e) New Course: Genetics of Cardiovascular Development and Disease  
Zhengfeng Zhou presented to Council a course designed for the cardiology fellows and post-docs in the NIH-sponsored training program in hopes that PhD and MD/PhD graduate students would be interested in taking. No Vote.

Graduate Council reviewed the proposal and here were their concerns:

- 1) There was no indication of how graduate students would be evaluated.
- 2) New federal guidelines (to be presented to grad council in the fall) are requiring that a credit hour be defined as 3 hours of work/week/term – this could be one hours of lecture with 2 hours of independent study or writing. Dr. Zhou is requesting one credit – so the expectation is that students spend 3 hours a week on this course for the 10 week term (30 hours of work).
- 3) Missing a description of how they would grade or list a course that spanned 2 terms.
- 4) There was no indication of who would take this course. Graduate students have a lot of credit when they finish so they do not need additional credits. The major reason for offering credit with this course is so that students could use it as an elective to complete course requirements. Dr. Zhou needs to check with the graduate programs to see if they would consider this an

elective and identify whether their students would be interested in taking the course as an elective.

An additional consideration:

If it is decided NOT to offer it for graduate credit – Allison Fryer gathers there is no obstacle preventing students from sitting in on the course to get the information and participate.

- f) GSO: June 1<sup>st</sup> the GSO voted their new Council members for 2011-12: Derek Musashe is the new president, and Cristina Butterfield the new secretary. Kristen Haberthur will remain as treasurer. James McCormick (the outgoing president) will serve as vice-president, and has agreed to keep coming to Graduate Council meetings. Nirzwan Bandolin has left as the West Campus liaison, with Kelly Chacon stepping in to pick up where Nirzwan left off. The budget now includes funding for West Campus, as well as combined events. GSO is looking to increase student attendance at the meetings, and considered changing the day and time of meetings.

## **UPDATES FROM GRADUATE PROGRAMS**

### **APPROVAL AGENDA**

#### **The following applications for Graduate Faculty were approved:**

Mohamud Daya, M.D. – Public Health & Preventive Medicine  
Paul Spellman, Ph.D. – Molecular & Medical Genetics  
Wassana Yantasee, Ph.D. – Biomedical Engineering

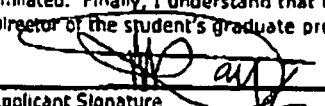

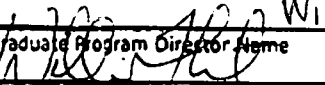
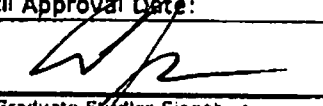
#### **The following applications for Affiliate Graduate Faculty were approved:**

Arup Kumar Indra, Ph.D. – Cancer Biology

## Application for Appointment to the School of Medicine Graduate Faculty and Affiliate Graduate Faculty

**Graduate Faculty:** Any OHSU faculty member or faculty-level scientist, who possesses a MS, MPH, PhD, DSc, MD, DVM or equivalent degree, who demonstrates evidence of scholarly activity, and who is a member of an approved academic graduate degree program within the School of Medicine shall be eligible for membership on the Graduate Faculty

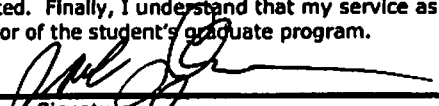
**Affiliate Graduate Faculty:** Faculty with affiliate appointments at OHSU are eligible for Affiliate Graduate Faculty. Affiliate Faculty will have the same privileges and responsibilities as Graduate Faculty. Activities shall be limited to 3 years and programs may request renewals at the end of the 3 year term

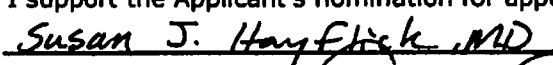
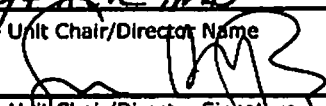
<b>Section 1: To be completed by Applicant [Form must be typed]</b>	
Check One: <input checked="" type="radio"/> Graduate Faculty Status <input type="radio"/> Affiliate Faculty Status (3 years)	
Name: Mohamud Daya	Degree(s): MD, MS
Academic Rank/Title: Associate Professor of Emergency Medicine	
Primary Administrative Unit <sup>1</sup> : Emergency Medicine	
Graduate Program: Public Health & Preventive Medicine	
<b>Section 2: Applicant [Please attach copy of Curriculum Vitae]</b>	
As a member of the SOM Graduate Faculty, I agree to teach in graduate level courses, to serve on oral thesis or dissertation examination committees and on advancement to candidacy examination committees, to interact with graduate students in seminars and conferences, and to serve on other committees concerning graduate education. I also agree to participate in other activities that are required by the graduate program(s) with which I am affiliated. Finally, I understand that my service as a graduate student advisor/mentor is subject to approval by the Director of the student's graduate program.	
	5/23 /11
Applicant Signature	Date
<b>Section 3: Chair/Director of the Applicant's Primary Administrative Unit<sup>1</sup></b> (OHSU or School of Medicine Unit that pays your salary)	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty.	
<input type="radio"/> John Ma, MD	
Primary OHSU Administrative Unit Chair/Director Name	
	5/30/11
Primary OHSU Administrative Unit Chair/Director Signature	Date
<sup>1</sup> OHSU department or unit with primary responsibility for administering the Applicant's salary and grants. For applicants with primary appointments at the Portland VAMC, the Chair/Director of the Applicant's VAMC unit should sign. If the Applicant does not receive salary from OHSU, the Chair/Director of the OHSU department or unit that sponsored the Applicant's faculty or faculty-level scientist appointment at OHSU should sign.	
<b>Section 4: Graduate Program Director</b>	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty. The Applicant is approved to serve as a member of the SOM Graduate Program that I direct.	
William Lambert, PhD	
Graduate Program Director Name	
	05/31/2011
Graduate Program Director Signature	Date
<b>Complete Sections 1-4, attach CV, and submit to Associate Dean for Graduate Studies, L102</b>	
<b>For Graduate Studies Office Use Only</b>	
Graduate Council Approval Date:	
	15 June 2011
Associate Dean for Graduate Studies Signature	Date

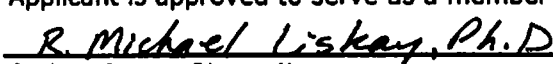

# Application for Appointment to Graduate Faculty School of Medicine, OHSU

**Eligibility:** Any OHSU faculty member or faculty-level scientist, who possesses a Ph.D., D.Sc., M.D., D.V.M., or equivalent degree, who demonstrates evidence of scholarly activity, and who is a member of an approved academic graduate degree program within the School of Medicine shall be eligible for membership on the Graduate Faculty.

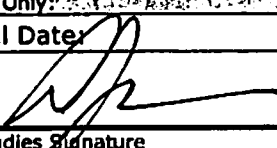
<b>Section 1: To be completed by Applicant [Please type or print]</b>	
Name: Paul T. Spellman	Doctoral Degree(s): Ph.D.
Academic Rank/Title: Associate Professor	
Primary Administrative Unit <sup>1</sup> : Molecular and Medical Genetics	
Graduate Program: <del>PMGB</del> Molecular & Medical Genetics	

<b>Section 2: Applicant [Please attach copy of Curriculum Vitae]</b>	
As a member of the SOM Graduate Faculty, I agree to teach in graduate level courses, to serve on oral thesis or dissertation examination committees and on advancement to candidacy examination committees, to interact with graduate students in seminars and conferences, and to serve on other committees concerning graduate education. I also agree to participate in other activities that are required by the graduate program(s) with which I am affiliated. Finally, I understand that my service as a graduate student advisor/mentor is subject to approval by the Director of the student's graduate program.	
 Applicant Signature	6-8-11 Date

<b>Section 3: Chair/Director of the Applicant's Primary Administrative Unit<sup>1</sup></b>	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty.	
 Susan J. Hayflick, MD	
Primary OHSU Administrative Unit Chair/Director Name	
 Primary OHSU Administrative Unit Chair/Director Signature	6/8/11 Date
<small><sup>1</sup> OHSU department or unit with primary responsibility for administering the Applicant's salary and grants. For applicants with primary appointments at the Portland VAMC, the Chair/Director of the Applicant's VAMC unit should sign. If the Applicant does not receive salary from OHSU, the Chair/Director of the OHSU department or unit that sponsored the Applicant's faculty or faculty-level scientist appointment at OHSU should sign.</small>	

<b>Section 4: Graduate Program Director</b>	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty. The Applicant is approved to serve as a member of the SOM Graduate Program that I direct.	
 R. Michael Liskay, Ph.D.	
Graduate Program Director Name	
 Graduate Program Director Signature	6-8-11 Date




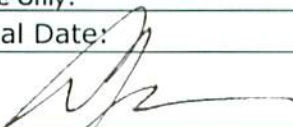
**Complete Sections 1-4, attach CV, and submit to Associate Dean for Graduate Studies, L102**

<b>For Graduate Studies Office Use Only:</b>	
Graduate Council Approval Date:	
 Associate Dean for Graduate Studies Signature	15 June 2011 Date

# Application for Appointment to the School of Medicine Graduate Faculty and Affiliate Graduate Faculty

**Graduate Faculty:** Any OHSU faculty member or faculty-level scientist, who possesses a MS, MPH, PhD, DSc, MD, DVM or equivalent degree, who demonstrates evidence of scholarly activity, and who is a member of an approved academic graduate degree program within the School of Medicine shall be eligible for membership on the Graduate Faculty.

**Affiliate Graduate Faculty:** Faculty with affiliate appointments at OHSU are eligible for Affiliate Graduate Faculty. Affiliate Faculty will have the same privileges and responsibilities as Graduate Faculty. Activities shall be limited to 3 years and programs may request renewals at the end of the 3 year term.

<b>Section 1: To be completed by Applicant [Form must be typed]</b>	
Check One: <input checked="" type="radio"/> <b>Graduate Faculty Status</b> <input type="radio"/> <b>Affiliate Faculty Status (3 years)</b>	
Name: Wassana Yantasee	Degree(s): PhD
Academic Rank/Title: Assistant Professor	
Primary Administrative Unit <sup>1</sup> : School of Medicine, Dept of Biomedical Engineering	
Graduate Program: Biomedical Engineering	
<b>Section 2: Applicant [Please attach copy of Curriculum Vitae]</b>	
As a member of the SOM Graduate Faculty, I agree to teach in graduate level courses, to serve on oral thesis or dissertation examination committees and on advancement to candidacy examination committees, to interact with graduate students in seminars and conferences, and to serve on other committees concerning graduate education. I also agree to participate in other activities that are required by the graduate program(s) with which I am affiliated. Finally, I understand that my service as a graduate student advisor/mentor is subject to approval by the Director of the student's graduate program.	
Applicant Signature 	Date 5/24/2011
<b>Section 3: Chair/Director of the Applicant's Primary Administrative Unit<sup>1</sup></b> (OHSU or School of Medicine Unit that pays your salary)	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty. Joe W Gray, PhD, Gordon Moore Professor and Chair, Biomedical Engineering	
Primary OHSU Administrative Unit Chair/Director Name 	Date 5/25/11
Primary OHSU Administrative Unit Chair/Director Signature	Date
<sup>1</sup> OHSU department or unit with primary responsibility for administering the Applicant's salary and grants. For applicants with primary appointments at the Portland VAMC, the Chair/Director of the Applicant's VAMC unit should sign. If the Applicant does not receive salary from OHSU, the Chair/Director of the OHSU department or unit that sponsored the Applicant's faculty or faculty-level scientist appointment at OHSU should sign.	
<b>Section 4: Graduate Program Director</b>	
I support the Applicant's nomination for appointment to the SOM Graduate Faculty. The Applicant is approved to serve as a member of the SOM Graduate Program that I direct. Owen McCarty, PhD	
Graduate Program Director Name 	Date 24-MAY-11
Graduate Program Director Signature	Date
<b>Complete Sections 1-4, attach CV, and submit to Associate Dean for Graduate Studies, L102</b>	
For Graduate Studies Office Use Only:	
Graduate Council Approval Date:	
Associate Dean for Graduate Studies Signature 	Date 15 June 2011
Associate Dean for Graduate Studies Signature	Date

# Application for Appointment to the School of Medicine Graduate Faculty and Affiliate Graduate Faculty

**Graduate Faculty:** Any OHSU faculty member or faculty-level scientist, who possesses a MS, MPH, PhD, DSc, MD, DVM or equivalent degree, who demonstrates evidence of scholarly activity, and who is a member of an approved academic graduate degree program within the School of Medicine shall be eligible for membership on the Graduate Faculty.

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Per Loa in Dermatology. Arup Indra is an adjunct w/ Dermatology professor

**Section 1: To be completed by Applicant [Form must be typed]**

Check One:  Graduate Faculty Status  Affiliate Faculty Status (3 years)

Name: Arup Kumar Indra Degree(s): MSc, PhD

Academic Rank/Title: Associate Professor

Primary Administrative Unit<sup>1</sup>: Pharmacy, OSU-OHSU

Graduate Program: ~~Program in Molecular & Cellular Biosciences~~ Cancer Biology

**Section 2: Applicant [Please attach copy of Curriculum Vitae]**

As a member of the SOM Graduate Faculty, I agree to teach in graduate level courses, to serve on oral thesis or dissertation examination committees and on advancement to candidacy examination committees, to interact with graduate students in seminars and conferences, and to serve on other committees concerning graduate education. I also agree to participate in other activities that are required by the graduate program(s) with which I am affiliated. Finally, I understand that my service as a graduate student advisor/mentor is subject to approval by the Director of the student's graduate program.

Applicant Signature Arup Indra Date 05/23/11

**Section 3: Chair/Director of the Applicant's Primary Administrative Unit<sup>1</sup>**  
(OHSU or School of Medicine Unit that pays your salary)

I support the Applicant's nomination for appointment to the SOM Graduate Faculty.  
Alfons Krol, MD, Interim Chair, Dept of Dermatology

Primary OHSU Administrative Unit Chair/Director Name Alfons Krol MD Date 5/27/11

Primary OHSU Administrative Unit Chair/Director Signature \_\_\_\_\_ Date \_\_\_\_\_

<sup>1</sup> OHSU department or unit with primary responsibility for administering the Applicant's salary and grants. For applicants with primary appointments at the Portland VAMC, the Chair/Director of the Applicant's VAMC unit should sign. If the Applicant does not receive salary from OHSU, the Chair/Director of the OHSU department or unit that sponsored the Applicant's faculty or faculty-level scientist appointment at OHSU should sign.

**Section 4: Graduate Program Director**

I support the Applicant's nomination for appointment to the SOM Graduate Faculty. The Applicant is approved to serve as a member of the SOM Graduate Program that I direct.  
Matt Thayer, PhD, Director, Cancer Biology Graduate Program

Graduate Program Director Name Matt Thayer Date 6/2/11

Graduate Program Director Signature \_\_\_\_\_ Date \_\_\_\_\_

**Complete Sections 1-4, attach CV, and submit to Associate Dean for Graduate Studies, L102**

**For Graduate Studies Office Use Only:**

Graduate Council Approval Date:

Associate Dean for Graduate Studies Signature [Signature] Date 15 June 2011